FINANCIAL SECRETARIAT

ERRATUM.

For "Krishnarajasagara Taluk" appearing in serial No. 3 (*c*) against Mysore District of paragraph (1) of G.O. No. Fl. (B) 12106-206—C.R. 28-53-1, dated 30th November 1953, already published in the Gazette, *read* "Krishnarajasagara".

N. MADHAVA RAO,
Secretary to Government,
Finance Department.

Reduction in the rate of daily allowance of Officers treated as State Guests.

OFFICIAL MEMORANDUM.

O.M. No. FL. (B) 13297-397—C.R. 31-53-1, DATED BANGALORE, THE 23RD DECEMBER 1953.

A Government servant who avails himself of State hospitality should indicate the fact in his Travelling Allowance bill for the information of the countersigning authority and the Audit Officer. The object of this provision is to ensure that daily allowance is not drawn by them at full rates for the period in such cases.

It is the duty of a Government servant who is treated as a State Guest for any period during his official tours/deputation to give full particulars of the fact in his Travelling Allowance bills and to claim daily allowance for that period only at reduced rates as prescribed in Articles 551 and 552, Mysore Services Regulations.

The Accountant General, Mysore, Bangalore, has reported that as certificates or information to the effect that they were treated as State Guests have not been recorded by Government servants in any of the bills so far, it has not been possible for audit to regulate the claims of daily allowance according to the rules prescribed in the Mysore Services Regulations.

The suppression of any material information in this regard on the part of officers would be regarded as a breach of discipline and would render them liable to disciplinary action.

It is equally the responsibility of the Controlling Officer to ensure at the time the bills are countersigned by him that such information is not withheld. This applies also to cases where officers are provided with free Boarding and Lodging by Industrial Concerns as referred to in Note 2 to Article 552 of the Mysore Services Regulations.

N. MADHAVA RAO,
Secretary to Government,
Finance Department.

Rules for the accounting of Muster Rolls in Public Works Divisions.

READ—

Letter No. 243-WM. GC., dated the 23rd September 1953 from the Accountant-General, Mysore, Bangalore, suggesting, for reasons stated, introduction of rules for the accounting of Muster Rolls in Public Works Divisions.

ORDER NO. FL. (B) 13486-90—C.R. 32-53-2, DATED BANGALORE, THE 30TH DECEMBER 1953.

At present there are no rules in the Mysore Public Works Account Code in regard to the accounting of Muster Roll Forms. It is considered desirable to introduce rules for exercising a check over the proper use of the muster roll forms and

to prevent their misuse. The following rules are therefore laid down for the guidance of the Public Works Officers:—

ISSUE AND WRITE-OFF OF MUSTER ROLL FORMS.

Blank forms of muster rolls must be numbered, registered and initialled by the Sub-Divisional Officer before they are issued. He should maintain, in the form printed as annexure to this Order, a register of the numbers of all forms that are issued and obtain receipts from the subordinate to whom they are issued. No form may be destroyed except under proper sanction.

All forms issued must be returned to the Sub-Divisional Office whether they have been used or not. If any muster roll is not returned within three months of issue, the subordinate must either return it for re-issue or explain how he has disposed of it.

Divisional Officers may sanction the write-off of:—

(i) Blank forms of muster rolls, which may be missing or torn or have become useless from any cause, and

(ii) Muster Rolls, on which attendance of labour has been entered, but no payment has been made. Care should, however, be taken to prevent the payment of lost muster rolls, should they subsequently be presented for payment.

PROCEDURE IN DIVISIONAL OFFICE.

Paid muster rolls, which will be submitted to the Divisional Office with the Sub-divisional accounts, should be checked under the supervision of the Divisional Accountant who will see that the foregoing rules have been observed. As the arithmetical accuracy of muster rolls is required to be checked in the Sub-divisional office, the re-check made in the Divisional Office may be limited to not less than 25 per cent of the muster rolls. They will be finally recorded in the Divisional Office.

A copy of these rules shall be supplied to each subordinate and a copy, mounted and framed, shall be hung up in every Sub-Divisional Office.

Necessary provision will be made in the Mysore Public Works Account Code in due course.

The Director of Printing and Stationery in Mysore is requested to machine number the Rolls in future and make the supply.

N. MADHAVA RAO,
Secretary to Government,
Finance Department.

ANNEXURE

Nature of Muster Roll

Register of Muster Rolls in the.....Sub-Division.

Sl. No. of Muster Roll	Date of Issue	To whom issued.	Initials of S.D.O	No. and date of acknowledgment of subordinate.	Vr.No. and date or date of return-	Date of re-issue if returned unused.	S.D.O.'s initials	No. and date of acknowledgment of re-issue.	Vr.No. and date.	Remarks.
1	2	3	4	5	6	7	8	9	10	11

Prescribes rules for payment of Fees to a gazetted Government servant from the revenues of a Government other than that under which he is employed.

READ—

Letter No. GIRI. 1080, dated 9th December 1953, from the Accountant General, Mysore, Bangalore, intimating that a Note of the type incorporated under instruction (1) of the Treasury Rule 22 of the Madras Treasury Code, Volume I, as per G.O. No. Ms. 1395, dated 4th November 1953 of the Finance Department, Madras, is necessary under Article 74 (3) of the Mysore Treasury Code.

ORDER NO. FL. (B) 13756-856—C.R. 33-53-2, DATED BANGALORE, THE 6TH JANUARY 1954.

Under Article 74 (3) of the Mysore Treasury Code, no payment shall be made to meet the pay, leave salary or allowances of a gazetted Government servant or a reward or honorarium payable to a gazetted Government servant or any pension until the Accountant General has intimated to the Treasury Officer the rate at which payment is made. There is no specific instruction governing the fees payable to a gazetted Government servant from the Revenues of a Government other than that under which he is employed.

2. Government, therefore, direct that the fees payable to a gazetted Government servant from the revenues of a Government other than that under which he is employed should also be paid only with the prior authority of the audit officer of the gazetted Government servant concerned.

3. Necessary amendments to the Mysore Treasury Code will issue in due course.

N. MADHAVA RAO,
Secretary to Government,
Finance Department.